



Indiana Department of Education

151 West Ohio Street
Indianapolis, Indiana 46204

MEMORANDUM

TO: Superintendents and Charter School Sponsors

FROM: Jeff Zaring, Chief of Results and Reform

DATE: February 5, 2010

SUBJECT: 2009 Annual Performance Reports

Indiana school corporations must publish the 2009 Annual Performance Reports required under [Indiana Code 20-20-8](#) between February 9 and February 25, 2010. The manner of publication is specified in [Indiana Code 5-3-1](#).

Your Annual Performance Report is now accessible online using your Corporation Number and PIN at <https://mustang.doe.state.in.us/AP/loginapr.cfm>. Share any questions or concerns that you have with your report by e-mailing apr@doe.in.gov. Please remember that nearly all data included in the report comes directly from information your school corporation submitted and verified via the STN Application Center.

The Annual Performance Reports will be posted publicly at www.doe.in.gov/apr. While newspapers and the public will have access to the site, it is the school corporation's responsibility to notify local newspaper(s) and authorize the publication of the Annual Performance Report.

A note about Expenditures, Teacher Salaries, and ISTEP Scores

Please note the following regarding your annual performance report data:

- **Expenditures** – [Indiana Code 20-42.5-3-5](#) and [Indiana Code 20-42.5-3-6](#) require school corporations to set and publish 2009-2010 expenditure goals for each of the following categories: Academic Achievement, Instructional Support, Overhead & Operations and Nonoperating. In the area of the Annual Performance Report located immediately after the corporation level information section (see placeholder on preliminary report), please include the narrative text or expenditure goal percentages adopted by your local school board. You should instruct your local newspaper(s) to add this text when they prepare the report for publication. Additionally, please note that the 2009 Annual Performance Reports will not include your actual 2008-09 expenditure

data for the four categories, as this information will not be available by the publication deadline.

- **Teacher salaries** – All teacher salary range data included in your Annual Performance Reports comes directly from the DOE-CE and DOE-CP (Certified Employee and Certified Personnel) submitted for your school corporation. These data include the actual minimum and maximum salaries paid to teachers in the corporation.

- **ISTEP Scores** – Indiana changed to spring testing in Grades 3 – 8 in 2009. The Graduation Qualifying Examination was replaced by Algebra I and English 10 End of Course Assessments (ECAs) in 2009-2010. Since the spring tests are not directly comparable to the fall tests and there are as yet no results from the ECAs, the 2009 Annual Performance Report includes fall 2008 tests results. The Explanation of Data includes the link to the spring 2009 ISTEP results. The 2010 Annual Performance Report will include 2009 and 2010 ISTEP results and 2009-2010 ECA results.

Format of Annual Performance Reports

The Annual Performance Report data that is posted at www.doe.in.gov/apr is provided as an Encapsulated Post Script (EPS) file. EPS files allow newspapers to size the information to accommodate their diverse layout formats. Please let your newspaper(s) know that the information is provided in an EPS format.

Also provided are explanations of the data used in the Annual Performance Report. School corporations **must include these explanations as part of their published reports**. Data provided to school corporations by the Indiana Department of Education for use in the Annual Performance Report cannot be altered. However, school corporations are encouraged to include supplementary information that provides a more complete picture of local schools.

Proof of Publication

The 2009 Annual Performance Report must be published as a legal notice, and the proof of publication must be sent by each school corporation to the address below by March 15, 2010.

Annual Performance Report
Indiana Department of Education
151 W. Ohio St.
Indianapolis, IN 46204

Questions

All questions and concerns pertaining to the annual performance reports should be submitted via e-mail to apr@doe.in.gov.